



Certified Practicing Nutritionist Resumption of Practice Policy

Contents

Certified Practicing Nutritionist Resumption of Practice Policy.....	1
Scope of Application	2
Definition of Practice	2
Resumption of Practice Timeframes.....	2
Resumption of Practice Requirements	2
Certified Practicing Nutritionist Resumption of Practice Program	2
Scope of the Program.....	3
Resumption of Practice Timeframes	3
Program Components	3
Re-Certification Process	5
Ongoing Requirements including CPD.....	5

The **Resumption of Practice Policy** ensures that Certified Practicing Nutritionists, who have not met the Recency of Practice requirements, can demonstrate the necessary competency to regain certification and practice safely. This policy provides a structured pathway for practitioners to return to practice while ensuring the public receives safe, ethical, and effective health services.

Scope of Application

This policy outlines how practitioners may regain certification and demonstrate competency to return to practice.

Definition of Practice

Practice refers to activities where a practitioner draws on their professional skills and knowledge in the course of their work to deliver services within the nutrition profession. This includes direct clinical care, as well as nonclinical roles such as management, administration, education, research, policy development, or advisory positions. These activities can be undertaken in paid or formal volunteer capacities.

Resumption of Practice Timeframes

The **maximum time** a practitioner may be uncertified is three years. After three years, practitioners must follow the **Resumption of Practice** pathway to demonstrate competency and eligibility for certification. Where deemed necessary, the AARPN Certification Committee may implement shorter timeframes.

Resumption of Practice Requirements

When a practitioner cannot meet the **Recency of Practice** requirements, they must complete the **Resumption of Practice** pathway, which is designed to help them regain their skills and knowledge.

Certified Practicing Nutritionist Resumption of Practice Program

The **Resumption of Practice Program** for Certified Practicing Nutritionists provides a structured pathway for practitioners who have not met **Recency of Practice** requirements. The program ensures that practitioners regain their skills and competencies to continue practicing safely and effectively, whether they work in employed settings or as sole traders in private practice.

Scope of the Program

This program applies to all Certified Practicing Nutritionists who have been out of practice for an extended period and cannot meet the **Recency of Practice** requirements as outlined in Recency of Practice policy. It is designed to ensure that practitioners, including sole traders, regain the necessary skills and knowledge to re-enter professional practice.

Resumption of Practice Timeframes

Practitioners who have been out of practice for up to three years must complete the Resumption of Practice Program to regain certification. For those out of practice for longer periods, at the discretion of the AARPN Certification Committee, the program may include additional training, assessment, and support tailored to their individual needs.

Program Components

1. Self-Assessment and Professional Development Plan

Practitioners must begin by conducting a **self-assessment** against the Professional Standards document to identify gaps in their knowledge and skills based on their time away from practice. Based on this assessment, they must complete a **Professional Development Plan (PDP)** that aligns with the Certified Practicing Nutritionist **Professional Competencies and Professional Standards domains** and **Continuing Professional Development (CPD)** requirements. Practitioners seeking to resume practice need to contact admin@aarpn.com to receive assistance with the PDP process.

The PDP should include:

- **Learning goals** tailored to the identified gaps.
- **CPD activities** such as webinars, workshops, or courses to regain competency.
- **Peer discussions** or case reviews to stay informed about industry trends and standards.

2. Continuing Professional Development (CPD)

To satisfy the CPD component of the **Resumption of Practice** Program practitioners are required to:

- Complete a minimum 20 CPD hours relevant to their identified gaps. At the discretion of the AARPN Certification Committee, more CPD may be required (if deemed necessary), so that identified gaps can be addressed.
- Engage in a mix of learning activities, such as attending workshops, conferences, online courses, or participating in peer mentoring.

- Maintain a **CPD log** to record activities, which must be submitted as evidence at the time of certification or recertification.

CPD should include **self-initiated activities**, such as:

- **Webinars** on nutrition guidelines, functional pathology and nutritional prescribing.
- **Professional readings** and self-study of new research with evidentiary notes.
- **Networking** with peers through professional activities or groups.

3. Supervision, Mentoring, and Support

Practitioners re-entering practice are required to engage in supervision or mentoring to support their transition back into the profession. The duration and intensity of this support will be determined by the AARPN Certification Committee based on how long the practitioner has been out of practice and their individual needs.

Depending on the needs of the resuming practitioner, the AARPN Certification Committee will facilitate access to one or more of:

- a) Mentoring programs where practitioners can discuss cases, clinical challenges, and receive feedback on their practice.
- b) Mentoring partnerships or relationships with experienced practitioners for skill refinement, confidence-building and where appropriate ongoing professional support.
- c) Peer supervision allowing resuming practitioners to establish formal or informal arrangements with experienced colleagues to review cases and discuss professional practice, to regain confidence, and receive guidance.
- d) Participation in online peer support groups to share resources and discuss professional challenges.
- e) Design CPD programs (from available CPD offerings) that offer practical training and skill development in areas of identified need.

4. Practice-Based Learning

Where possible and appropriate for the practitioner, the program will include opportunities for **practice-based learning**. This can involve:

- **Volunteering** in a clinical setting to refresh hands-on skills.
- **Case study analysis** or reflective practice exercises for those in non-clinical roles.
- **Case reviews** from previous clients to refresh knowledge and approach.

5. Assessment of Competency

At the end of the **Resumption of Practice** Program, practitioners undergo a **competency assessment** to ensure they are ready to re-enter practice. At the discretion of the AARPN Certification Committee, this may include:

- A formal **written or practical assessment** evaluating key skills and knowledge.
- Submission of a **portfolio of evidence**, including their Professional Development Plan, CPD log, and evidence of practice (such as client records or employment documentation).
 - For sole traders, the portfolio may include **de-identified client consultation logs, business activity statements (BAS)**, and any other records of professional activities.

Re-Certification Process

Practitioners may only regain re-certification once they have completed the **Resumption of Practice** requirements and satisfactorily submitted all necessary evidence to the AARPN Certification Committee. This policy applies to both domestically and internationally qualified practitioners.

Ongoing Requirements including CPD

Upon successful completion of the **Resumption of Practice** Program, practitioners must then annually declare that they have met the **Recency of Practice** requirements (150 hours per year or 450 hours over three years) at the time of recertification, and CPD logs must continue to be maintained and submitted annually.